



CITY COUNCIL WORK SESSION MINUTES

Pelham Police & Court Building
March 20, 2023 – 4:00 p.m.

Proper notice of the regularly scheduled work session of the Pelham City Council was given in advance of such public meeting and the notice remained posted throughout the scheduled meeting.

Members of the Pelham City Council met on Monday, March 20, 2023, at 4:00 p.m. The regular work session was held in the Pelham Police & Court Building and was open to the public.

Call to Order

The work session was called to order by Council President Mercer at 4:00 p.m.

Record of Attendance

The following elected officials were present:

Council President Maurice Mercer
Councilmember David Coram
Councilmember Larry Palmer
Councilmember Rick Wash
Councilmember Mildred Lanier
Mayor Gary Waters

The city clerk/treasurer recorded the attendance of the elected officials and announced a quorum was present. City Manager Gretchen DiFante and City Attorney Josh Arnold were present.

Media Present: None

Others Present: City department heads, city employees, and members of the public.

Approval of Minutes

A motion was made by Councilmember Palmer to approve the March 7, 2023 Regular Work Session Minutes.

The motion was seconded by Councilmember Coram.

There being no further discussion, the motion passed unanimously by voice vote of those members present.

Interviews

The following residents were interviewed for the Pelham Board of Education, Place No. 5.

1. Jeff Adams
2. Ron Griggs
3. Steve McMinn
4. Leslie Richards

Request to Address the City Council – None

Old Business – None

New Business

1. Update – Bearden Property at Shelby County Highways 52E and 35

Director of Economic Development Michael Simon introduced Thom Hickman, Vice President Development/Broker, with Harbert Realty Services. Mr. Hickman discussed the development opportunities on the Bearden property, located at the intersections of Shelby County Highways 52E and 35. The project name is Racquet Club Corners. Several questions regarding the proposed development were posed to Mr. Hickman by the city council, including the following topics:

1. Potential Development Opportunities
2. Grading and Site Development Challenges
3. Wetlands
4. Conceptual Plans
5. Building/Construction Costs
6. Financial Incentives

Council President Mercer noted the aggressive timeline of the proposal. He asked Mr. Hickman to allow the city council to consider the project over the next couple of weeks.

Amy Sturdivant, President and Chief Operating Officer with 58, Inc., addressed the city council. She demonstrated a new software tool which will assist with development projects in Shelby County. She stated having worked with Mr. Hickman. She noted the public benefit of a project is always important when evaluating incentives.

Council President Mercer asked City Manager DiFante to make staff recommendations. City Manager DiFante noted the aggressive nature of the timeline. She further stated city staff has already been reviewing and evaluating the proposal.

2. Discussion – Purchase Offer for Old Fire Station No. 3

Director of Economic Development Michael Simon reviewed the timeline on proposals received from Mark Byers and the Pelham Church of God. Additional information was requested from the church regarding the purchase of Old Fire Station No. 3 located on Shelby County Highway 52E.

Council President Mercer asked Mr. Simon if discussions could continue with the Pelham Church of God following tonight's city council meeting in a reconvened work session. Mr. Simon said that would not be a problem.

3. Discussion – Interstate 65 Widening Project

Director of Development Services & Public Works Andre` Bittas introduced Shelby County Highway Engineer David Willingham. Mr. Willingham reviewed partnership agreements currently between the City of Pelham and Shelby County. Mr. Willingham reviewed a proposal by Shelby County for an expansion project of I-65 from Alabaster Exit 238 to Calera Exit 231, approximately 7 miles. He stated expansion of this section of I-65 is not scheduled until 2045. The project would include additional lanes in the median and outside lanes for future expansion. Mr. Willingham stated the \$200 million dollar project could be under construction in 12 – 18 months. He said Shelby County is working to pool resources for a \$20 million local match. He further stated Shelby County has committed \$14 million and 58 Inc. \$2 million. Mr. Willingham said the request of Alabaster is \$1.75 million, Calera \$1.75 million and Pelham \$500,000. He said funding would not be required until construction begins in 2024. Several questions were raised by the city council regarding funding of other highway projects which would be more beneficial to Pelham, i.e., Shelby County Highway 11. He stated the I-65 project will go forward and no financial commitment is required at this time.

4. Update – Water Main/PVC Replacement Project

Removed from the March 20, 2023 Work Session Agenda per the city council.

Review of March 20, 2023 City Council Agenda

Council President Mercer reviewed the March 20, 2023 city council agenda.

E. Consent Agenda

A consent agenda is presented by the presiding officer at the beginning of a council meeting. Items presented on the consent agenda are considered routine and/or non-controversial and are organized apart from the rest of the agenda and are adopted by general consent and vote by the city council without debate. Items may be removed from the consent agenda on the request of any one member. Removed items may be taken up either immediately after the consent agenda is approved or placed later on the agenda at the discretion of the presiding officer and City Council.

1. Approval of the March 20, 2023 City Council Agenda
2. Approval of the March 7, 2023 Regular Council Meeting Minutes

3. **Resolution 2023-03-20-01** having received no bids, consideration to approve a proposal from Total Mechanical Services, Inc. to replace the ice system at the Pelham Civic Complex & Ice Arena. This project was approved in the FY2023 budget.

Director of Development Services & Public Works Andre` Bittas stated the request is to replace the ice system at the Pelham Civic Complex & Ice Arena. He noted no bids were received so the city reached out to an experienced contractor in Minnesota. The project will begin in July 2023 and is scheduled to be completed in May 2024. He said the replacement plan calls for the ice not to be taken down during construction.

4. **Resolution 2023-03-20-02** having received no bids, consideration to approve a proposal from Douglas Built, LLC for the Ballantrae Golf Club Clubhouse Improvements project and to amend the FY2023 Capital Projects Budget.

Director of Development Services & Public Works Andre` Bittas stated this is a capital project to address issues related to the original construction of the Ballantrae Clubhouse. He said the improvements will correct the building's envelope problems and expand the building to create more useable space at the Ballantrae Clubhouse.

5. **Resolution 2023-03-20-03** for consideration to approve Summary Change Order No. 3 for the Oak Mountain Trail Project. This project was completed under budget.

Director of Development Services & Public Works Andre` Bittas stated the project came in under budget. He said adopting Resolution 2023-03-20-03 will close out this project.

6. **Resolution 2023-03-20-04** for consideration to approve a job description and pay ranges for the position of Event Sales and Membership Manager at Ballantrae Golf previously reviewed and approved by the Pelham Personnel Board which was budgeted in FY2023 and replaces an existing position.

Ballantrae Golf General Manager Hal Brown stated this position was budgeted in FY2023 and is a restructuring of an existing job.

7. **Resolution 2023-03-20-05** for consideration to approve a job description and pay ranges for the position of Food and Beverage Manager at Ballantrae Golf previously reviewed and approved by the Pelham Personnel Board which was budgeted in FY2023 and is a restructuring of an existing position.

Ballantrae Golf General Manager Hal Brown stated the position was posted last year. He said the position has been reevaluated to attract qualified applicants.

8. **Resolution 2023-03-20-06** for consideration to approve a job description and pay ranges for the position of Recruiting Coordinator with the Pelham Human Resources Department previously reviewed and approved by the Pelham Personnel Board which was budgeted in FY2023 and is a restructuring of an existing position.

Human Resources Director Tracy Hill addressed the city council. She stated the position was originally approved for an administrative assistant. Mrs. Hill said the request is to restructure the administrative assistant position to a recruiting coordinator.

9. **Resolution 2023-03-20-07** for consideration to approve a job description and pay ranges for the position of Administrative Clerk with the department of Development Services & Public Works previously reviewed and approved by the Pelham Personnel Board which was budgeted in FY2023 as a new position.

Director of Development Services & Public Works Andre` Bittas stated this is a budgeted item in FY2023. He said the position will assist and support the office manager, will be assigned other duties and have backup responsibilities to the office manager.

10. **Ordinance No. 411-01** for consideration to amend Ordinance No. 411 providing a free individual lifetime membership to the Pelham Racquet Club and/or Ballantrae Golf Club and/or the Pelham Recreation Center for any retiring City of Pelham employee and retiring elected official with certain minimum years of service. The First Reading was on March 7, 2023.

There were no questions or comments from the city council.

F. Public Hearing(s)

1. To consider **Ordinance No. 067-12** adopting portions of the 2021 International Building and Fire Code and the International Property Maintenance Code, et al.

There were no questions or comments from the city council.

2. To consider **Ordinance No. 135-254** an amendment to the zone district boundaries of the City of Pelham changing the present zoning R-1 (Single Family Residential District) and B-2 (General Business District) to P-MHP (Planned Manufactured Home Park) for property located 301 Green Park South, Pelham, Alabama 35124. (98.778 acres)
Applicant: FSI Green Park South Property, LLC, 7457 Franklin Road, Suite 300, Bloomfield Hills, Michigan 48301
Property Owner: FSI Green Park South Property, LLC, 7457 Franklin Road, Suite 300, Bloomfield Hills, Michigan 48301

City Attorney Josh Arnold stated there are several remaining documents to be signed. He suggested a first reading of Ordinance No. 135-254 during tonight's council meeting. He requested the city council call a special council meeting on Monday, March 27, 2023 to consider adopting Ordinance No. 135-254, the rezoning request by FSI Green Park South.

The city council agreed to call a special city council meeting on Monday, March 27 at 5:00 p.m. to consider Ordinance No. 135-254. Council President Mercer asked the city clerk/treasurer to make the necessary announcement and posting of the meeting.

G. Mayor's Comments

H. Proclamation(s) by the Mayor and Others

I. Report of the City Manager

J. Report of the City Attorney

K. Request(s) to Address the Council

1. Deb Harrelson, Board Chairman, Fund Development Committee, SafeHouse of Shelby County

L. Old Business / Resolutions / Ordinances / Orders and Other Business

1. **Ordinance No. 067-12** adopting portions of the 2021 International Building and Fire Code and the International Property Maintenance Code, et al. First Reading.

There were no questions or comments from the city council.

M. New Business / Resolutions / Ordinances / Orders and Other Business

1. **Resolution 2023-03-20-08** for consideration to authorize an increase in the base pay compensation for the Pelham City Manager per the Employment Agreement retroactive to November 16, 2022

There were no questions or comments from the city council.

2. **Resolution 2023-03-20-09** for consideration to approve a purchase with Jerry Pate Turf & Irrigation for a Ventrac tractor and accessories and amend the Parks & Recreation FY2023 budget.

Parks & Recreation Director Brian Cooper addressed the city council. He stated after conferring with the City Clerk/Treasurer it was in the best interest of the city to purchase the equipment instead of leasing. He further stated the city would save approximately \$8,000.00 in interest expense purchasing versus the leasing option.

3. **Ordinance No. 135-254** an amendment to the zone district boundaries of the City of Pelham changing the present zoning R-1 (Single Family Residential District) and B-2 (General Business District) to P- MHP (Planned Manufactured Home Park) for property located at 301 Green Park South, Pelham, AL 35124. (98.778 acres)
Applicant: FSI Green Park South Property, LLC
7457 Franklin Road, Suite 300, Bloomfield Hills, Michigan 48301
Property Owner: FSI Green Park South Property, LLC
7457 Franklin Road, Suite 300, Bloomfield Hills, Michigan 48301
First Reading

There were no questions or comments from the city council.

4. **Resolution 2023-03-20-10** for consideration of an ABC license request for a 150 Special Retail License – 30 Days or Less for applicant Legends Music, LLC located at 1000 Amphitheater Road, Pelham, Alabama 35124 operating under the trade name Oak Mountain Spring Fair 2023

Lamar Miller, Operations Manager for Legends Music, LLC, was present to answer city council questions regarding the liquor license request for the Oak Mountain Spring Fair 2023.

A motion was made by Councilmember Wash to recess the March 20, 2023 Work Session. Said motion was seconded by Councilmember Lanier.

There being no further discussion, the motion to recess the Work Session passed unanimously by voice vote of those members present and the council president declared the same passed. The Work Session was recessed at 7:08 p.m.

Reconvened Work Session

Council President Mercer called the Work Session back to order at 8:24 p.m.

Director of Economic Development Michael Simon introduced Dr. Michael Welborn, Pastor, Pelham Church of God. Dr. Welborn expressed an interest in acquiring the Old Fire Station No. 3 site. He stated the city council has been provided a copy of the church's proposal for purchasing and redeveloping the property. He outlined the church's vision for the use of the property. He noted the church's offer is a lease/purchase proposal. The city council thanked Dr. Welborn for the church's vision and having a heart for our community.

New Business - Continued

Councilmember Lanier asked City Manager DiFante and Director of Development Services & Public Works Bittas to investigate the utility work be performed on Mitoba Trail and Hayesbury Court by Charter Communications. She stated exposed utility cables have been laying across yards and driveways for over a year.

(End of March 20, 2023 Agenda Review)

Adjournment

A motion to adjourn the work session was made by Councilmember Palmer and seconded by Councilmember Lanier. The motion passed unanimously by voice vote of those members present and the work session was adjourned at 8:44 p.m.

Respectfully submitted this 20th day of March 2023.



Tom Seale, MMC, City Clerk/Treasurer



Maurice Mercer, President of the Council

